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CITY OF MUSCATINE

**APPLICATION FOR USE OF ANY STREET, SIDEWALK, ROADWAY, ALLEY,
PARK, PUBLIC WAY, PROPERTY OR FACILITY**

1. Name and address of applicant and sponsoring organization, if any:

CROSSROADS, INC

Address: 1424 Houser St

Telephone Number: 563-263-3545

E-mail Address: mfrancis@crossroadsmuscatine.org

2. Type of event that is planned:

Crossroads wants to host our annual carnival and music festival to provide an inclusive awareness event on 2nd Street between Pine and Chestnut. The event features family friendly, accessible midway games and 2 bands for musical entertainment.

3. Proposed location:

Second St between Chestnut and Pine, including the parking lot at the corner of Second and Pine.

4. Date(s)/Time(s): Saturday, September 23, 2023 1 pm-6:30 pm

5. Expected length of use: Street closure from September 22, at 3 pm to Saturday, September 23 at 9 pm.

6. Expected size of group: 400-500

7. Names of any person or persons in charge of the proposed use at the specified location:

Megan Francis
Marketing Director
mfrancis@crossroadsmuscatine.org
563-263-3545

Address(es): Crossroads Inc 1424 Houser St Muscatine, IA 52761

Telephone Number(s): 563-607-3355

E-mail Address(es): mfrancis@crossroadsmuscatine.org

8. Names and addresses of any persons to be featured as entertainers or speakers:

Featured Bands- Heads in Motion and Winterland.

9. List mechanical or electronic equipment to be used:

Bounce house and sound equipment

10. Number and type of any motor vehicles or other forms of transportation to be used, including bicycles, boats, carriages and golf carts:

We will use a box truck for load in and tear down of the carnival games. No vehicles will be allowed in the event area during the event.

11. Number and types of animals to be used:

N/A

12. A description of any sound amplification to be used:

Sound amplification for musical entertainment using rcf NX44 speaker system.

13. Proposed monitoring of the group and/or activity including the number of people who will direct traffic, set up, clean up and maintain order, if necessary:

Event step-up, clean-up, and run of event will be executed by Crossroads staff and volunteers.

14. All plans for the provision of security:

Snow fencing, and barricades to contain the event space.
Security provided by the Muscatine Police Department.

15. Beer or wine consumption? Yes X No

16. Describe any items to be sold or distributed:

Beer will be distributed for free with wristband monitoring.

17. Is water connection requested: Yes X No

18. Is electricity requested: Yes X No

19. Have you provided a layout site plan for your proposed activity or event? Yes X No

If yes, please attach.

If no, please explain:

20. Do you understand that you will be financially responsible for all site restoration needed to restore the site to pre-event status? Yes X No

The applicant agrees to indemnify, defend and save harmless the City of Muscatine, together with its agents, officers and employees, from any and all claims, lawsuits, damages, losses and expenses, of whatever nature, which may result from or arise from the activity or event covered by the permit, including but not limited to the use of public ways, irrespective of whether said claims are frivolous or meritorious.

Megan Francis
Authorized Representative

March 24, 2023
Date

EVENT: Crossroads Annual Carnival

TO BE COMPLETED BY CITY DEPARTMENTS:

I have reviewed the attached application with the following recommendations:

Recommend
Approval

☒
YES

☐
NO

Richard Klimes 4/5/23
Parks & Recreation Date

Comments:

Approval subject to attendance at pre-event mtg.

☒
YES

☐
NO

Jodi Royal-Goodwin 3/27/23
Community Development Date

☒
YES

☐
NO

Brian Stineman 3/27/23
Public Works Date

What happens to the leased spaces in that parking lot on the weekends or during events?

☒
YES

☐
NO

Anthony Kies 3/28/23
Police Chief Date

We will have two officers hired for this event at \$60 per hr. per officer.

☒
YES

☐
NO

Jerry Ewers 3/28/23
Fire Chief Date

FINAL APPROVAL:

☒
YES

☐
NO

Carol A. Webb 04.05.23
City Administrator Date

Signature: Jodi Royal-Goodwin
Jodi Royal-Goodwin (Mar 27, 2023 10:39 CDT)
Email: jroyal-goodwin@muscatineiowa.gov

Signature: Jerry Ewers
Jerry Ewers (Mar 28, 2023 05:52 CDT)
Email: jewers@muscatineiowa.gov

Signature: Richard Klimes
Richard Klimes (Apr 5, 2023 11:32 CDT)
Email: rklimes@muscatineiowa.gov

Signature: Brian Stineman
Brian Stineman (Mar 27, 2023 11:16 CDT)
Email: bstineman@muscatineiowa.gov

Signature: A.R. Kies
A.R. Kies (Mar 28, 2023 10:01 CDT)
Email: akies@muscatineiowa.gov

Signature: Carol Webb
Carol Webb (Apr 5, 2023 13:46 CDT)
Email: cwebb@muscatineiowa.gov